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New Series No. 75.

University Extension Series No. 14

The University of Oklahoma
Quarterly Bulletin

THE UNIVERSITY EXTENSION
Department of Correspondence-study

UNIVERSITY OF ILLINOIS

APR 24 1913
Administrative Library

NORMAN, OKLAHOMA
September 1913

The University Bulletin, published by the university, is issued every three months on the fifteenth as follows: March, June, September, and December. Entered at the postoffice at Norman, as second class matter, under act of July 16, 1894.

DEBATE BULLETINS

The charges for debate materials first announced are withdrawn; all bulletins will be furnished free as long as the legislative appropriation holds out. A bulletin was issued last year on the

THE INCOME TAX

Thus far this year:

THE INITIATIVE AND REFERENDUM

THE UNICAMERAL and SMALLER LEGISLATURE

Other bulletins in preparation for this year's series are:

GUARANTY OF BANK DEPOSITS

WOMAN'S SUFFRAGE

CONSOLIDATION OF COUNTRY SCHOOLS

PREFERENTIAL BALLOT

AGRICULTURAL CREDITS

FEDERATION OF COUNTRY CHURCHES

RECALL OF JUDICIAL DECISIONS

TAX REFORM

Copies of these will be sent free to every debating club in the State asking for them.

Any Debating Club or Literary Society which will send to the Extension Division its name, postoffice address, time of regular meetings, and the number of bulletins actually needed will receive these bulletins as fast as issued. Send also the name of the teacher, or principal.

TRAVELING LIBRARIES

In addition to the above bulletins the University will begin Jan. 1, 1914, to furnish small libraries of about fifty books each on the debate subjects and closely related themes. These libraries will be divided into sections of 4 to 6 each which will be loaned to clubs for three weeks free of charge. Borrowers must pay transportation charges both ways.

Lists of the books in each group will be furnished on application. Applications will be filled in the order of their receipt.

DEPARTMENT OF CORRESPONDENCE-STUDY

ANNOUNCEMENT.

An outline of the work offered by this department is given in the following pages. In an effort to standardize their correspondence work all the universities have adopted as a unit the amount of work regularly done in a semester in residence, and the unit is called a "course." A course is usually divided into about forty "assignments." A student is usually expected to make one assignment a week, but many often make more.

Each course is given one-half unit's entrance credit at the university or a corresponding number of hours for work of university grade.

The regular cost of these courses is \$15.00 each, except "Elementary Algebra A," which is \$7.50; and "Bookkeeping and Cost Finding for Printers," which is \$5.00.

For the present, nearly all the correspondence study courses are offered from the University of Chicago whose facilities for such work are unsurpassed in the whole world. The work will be gradually transferred to the University of Oklahoma as soon as means and facilities enable us to do equally good work.

By vote of the Faculty of the College of Arts and Sciences all subjects required for admission to all the Colleges and Schools of the University may be taken by correspondence. All work of college grade shall receive the same credit as is given by the University of Chicago for the same work.

All the courses described in the following pages commands credit in all schools.

WORK FOR ENTRANCE CREDIT.

Correspondence-Study Courses Which Offer High-School Work

Accepted for Admission	Courses	Units
History —"Outline History of Antiquity to 337 A. D." (A and B)	2	1
Greek —"Elementary Greek" (A and B)	2	1
"Xenophon: Anabasis" (A and B)	2	1
Latin —"Elementary Latin" (A and B)	2	1
"Caesar: DeBello Gallico" (A and B)	2	1
"Vergil: Aeneid" (A and B)	2	1
"Cicero: Orations" (A and B)	2	1
French —"Elementary French" (A and B)	2	1
"Intermediate French" and "Advanced French"	2	1
Spanish —"Elementary Spanish" and "Intermediate Spanish"	2	1
German —"Elementary German" (A and B)	2	1
"Intermediate German" and "Intermediate Prose Composition"	2	1
English —"Prep. English Composition,—A" and "Prep. English Literature,—A"	2	1
"Prep. English Composition,—B" and "Prep. English Literature,—B"	2	1
Mathematics —"Elementary Algebra" (A,* B, and C)	3	1
"Plane Geometry"	2	1
"Solid Geometry"	1	½
Physics —"Elementary Physics" (A and B)	2	1
Physiography —"Physical Geography"	1	½
Drawing —"Freehand Drawing"	1	½
"Projective Geometry"	1	½
Bookkeeping	1	½
Domestic Science	1	½

ADMISSION TO FRESHMAN STANDING

The requirements for admission to freshman standing are usually stated in units. The unit of entrance credit is the standard amount of work required in a secondary school subject given thirty-six weeks, with five recitation periods a week, of forty-five minutes each, or with four recitation periods of sixty min-

*No credit is given for course A till after courses B and C have been taken either in residence or by correspondence.

utes each. The unit is also defined as one-fourth of a full year's work.

For a subject carried eighteen weeks with five recitation periods a week of forty-five minutes each, one-half unit of credit is given. One-half unit is also given for a subject carried thirty-six weeks with three recitation periods a week of forty-five minutes each.

Fifteen properly selected units of credit secured either by examination or by certificate from an acceptable school will admit the student to freshman standing. All the work required for admission to freshman standing may be taken by correspondence.

Requirements for Admission to the Several Schools of the University.

The requirements for admission to the several undergraduate schools of the university are given below in units. All work should be chosen from the subjects listed under "Description of Courses Accepted for Admission."

	Arts and Sciences	Engineering	Fine Arts	Law	**Medicine	School for Nurses	Pharmacy Four Years	Pharmacy Two Years
English	3	3	3	3	3	2	3	2
Algebra	1	1½	1	1	1	1	1	1
Geometry	1	1½	---	1	1	---	1	---
History	1	1	1	---	1	1	1	1
One Foreign Lang. . .	2	2†	2	---	2‡	1‡	2‡	1‡
Physics	1*	1*	---	---	1	---	1	---
Elective	6	5	8§	10	6	2	6	2
Total,	15	15	15	15	15	7	15	7

*Chemistry, one unit; botany, one unit; zoology, one unit; or botany and zoology, one-half unit each, may be substituted.

†Must be German in Chemical Engineering.

‡Must be Latin.

§Six of these units are credited for the technical work in piano or in violin required for admission to the music courses.

**After January 1, 1914, one year of college credit in addition to the fifteen units will be required.

**DESCRIPTION OF COURSES OFFERED BY COR-
RESPONDENCE WHICH ARE AC-
CEPTED FOR ADMISSION.**

HISTORY.

1. **Outline History of Antiquity to 337 A. D.**—The ground of ancient history with which students entering college are expected to be familiar, is covered. A and B together satisfy the entrance requirement in history. The suggestions for study are made very definite as helps to beginning students and as an outline of work for high-school teachers.

A. **Oriental and Greek History to 146 B. C.**—A general narrative and descriptive history of Greece to the Roman conquest, with a brief introductory sketch of the oriental nations that especially influenced Greek civilization. $\frac{1}{2}$ unit.

B. **Roman History to 337 A. D.**—A general view of Roman history from the early Republic to the establishment of the later Empire in the fourth century, paying special attention to the government and institutions of the latter as a basis for an intelligent study of the mediaeval period. $\frac{1}{2}$ unit.

THE GREEK LANGUAGE AND LITERATURE.

1. **Elementary Greek.**—In two courses is offered the equivalent of the first year of high-school work in Greek. The writing of Greek is required from the beginning.

A. **White's First Greek Book, Lessons 1-60.** These lessons include the commonest noun and adjective declensions, the Omega system of conjugation, some fundamentals of syntax, connected reading lessons epitomizing the story of the Anabasis, and a vocabulary of 600 Greek words. $\frac{1}{2}$ unit.

B. (1) **White's First Greek Book, Lessons 61-80**, including a study of the Mi system of conjugation, reading lessons, continuing the Anabasis story, and an additional vocabulary of 250 words; (2) the Anabasis of Xenophon, Book i, chaps. 1-3. These lessons call for constant review of the material studied in the First Greek Book. $\frac{1}{2}$ unit.

2. **Xenophon: Anabasis—**

A. From Book i, chap. 4, through Book ii, chap. 4, about fifty pages. Exercises in writing Greek based upon the text. $\frac{1}{2}$ unit.

B. From Book ii, chap. 5, through Book iv, about ninety pages. Greek composition, including a topical treatment of syntax. Occasional tests in translation at sight. $\frac{1}{2}$ unit.

THE LATIN LANGUAGE AND LITERATURE.

1. **Elementary Latin.**—In two courses is offered the equivalent of the first year of high-school work in Latin. Starting with the rudiments, the aim is to acquaint the student with all the regular forms and common constructions found in Caesar's *De Bello Gallico*, and to give him a large vocabulary.

A. Includes all the declensions of nouns and adjectives, all the conjugations of regular verbs, and the simplest rules of syntax. $\frac{1}{2}$ unit.

B. Provides (1) a review of verb forms, the conjugation of the irregular verbs and the more difficult constructions in syntax, and (2) the study of Caesar: *De Bello Gallico*, Book i, chaps. 1-30, covering the Helvetian War. $\frac{1}{2}$ unit.

2. **Caesar: *De Bello Gallico*.**—

A. Book ii.—This course is intended for students who have completed course 1, but who have had no other practice in translation. Special attention is given to a review of forms and syntax. Exercises in prose composition based upon the text form a part of each lesson. $\frac{1}{2}$ unit.

B. Books iii-iv.—Continues the above. The more difficult Caesarian constructions are carefully studied, and further practice is given in prose composition. $\frac{1}{2}$ unit.

5. **Cicero: *Orationes*.**—

A. *In Catilinam*, i-iv.—This course includes translation, a review of forms and of more difficult constructions, exercises in Latin composition based upon the portion of text assigned in each lesson, and the history of the period. $\frac{1}{2}$ unit.

B. *Pro Lege Manilia* and *Pro Archia*.—Continues A and includes a careful study of the literary style of Cicero, of all historical references, and exercises in prose composition based upon the portion of text assigned in each lesson. Especial attention is given to translating into good English. $\frac{1}{2}$ unit or

6 **Vergil: *Aeneid*.**—

A. Books i-ii.—The work includes a study of prosody, word-derivation, constructions peculiar to the poets, and the more common rhetorical figures. $\frac{1}{2}$ unit.

B. Books iii-vi.—Continues A and lays emphasis upon elegance of translation, the mythology, and the literary style of Vergil. $\frac{1}{2}$ unit.

ROMANCE LANGUAGES AND LITERATURES.

1. **Elementary French.**—In two courses is offered the equivalent of the first year of high-school work in French. The writing of French is required from the beginning.

A. The aim is to acquaint the student with the essentials of French grammar, to enable him to turn short English sentences into idiomatic French and vice versa, and to acquire some ability in translation. $\frac{1}{2}$ unit.

B. This course (1) reviews and extends considerably the knowledge of grammatical principles and the irregular verbs acquired in the preceding course; (2) fixes it by means of exercises in composition; and (3) through drill in translation develops in the student ability to read easy French at sight. $\frac{1}{2}$ unit.

2. **Intermediate French.**—The work of this course follows immediately upon that of "Elementary French—B." The books read deal with life in France and inform the student regarding the national traits and conditions. The exercises in composition take the form sometimes of a resume on the text read, sometimes of reproduction in French of exercises based on the text. The grammar is studied inductively. $\frac{1}{2}$ unit.

3. **Advanced French.**—Idioms, synonyms, diction; (a) systematic review of elementary French grammar; (b) syntax; (c) reading: Merimee, *La Chronique de Charles IX*; (d) composition based on the reading. Prerequisite: course 2. $\frac{1}{2}$ unit.

13. **Elementary Spanish.**—This course is designed to enable the student (1) to attain a clear conception of the fundamental principles of Spanish grammar and syntax; (2) to read at sight easy Spanish prose; (3) to translate simple English prose into idiomatic Spanish. The lessons are based on Hills and Ford's *Spanish Grammar* and call for the writing of exercises and the translation of about 100 pages of easy Spanish prose. $\frac{1}{2}$ unit.

14. **Intermediate Spanish.**—This course consists of (1) a more detailed study of the principles of Spanish grammar, as presented in Ramsey's *Textbook of Modern Spanish*; (2) the writing of sentences illustrating these principles; (3) the careful reading of about 350 pages of simple Spanish prose, including Padre Isla's version of *Gil Blas*, *Marianela* by Galdos, and *Zaragueta* by Carrion Aza, special attention being directed to points of syntax, idiomatic expressions, and synonyms; and (4) exercises in prose composition based on the reading assignments. Prerequisite: course 13 or its equivalent. $\frac{1}{2}$ unit.

GERMANIC LANGUAGES AND LITERATURES.

1. **Elementary German.**—In two courses is offered the equivalent of the first year of high-school work in German. The writing of German is required from the beginning.

A. This course aims to ground the student in the essentials of German grammar through the reading of easy idiomatic German and exercises in which special attention is given to the construction of the verb, noun, and adjective. $\frac{1}{2}$ unit.

B. Continues and extends A to include the passive voice and the subjunctive, and calls for extensive reading of easy prose. $\frac{1}{2}$ unit.

3. **Intermediate German.**—Devoted primarily to the reading of easy modern prose, and incidentally to a rapid review of elementary German grammar. The text read will always serve as the drill-ground for grammar work. Attention will be directed constantly to German idiom, and from time to time the student will be required to reproduce in German what he has read. In the composition work emphasis will be laid upon word order and sentence structure, the knowledge of which is essential to the proper appreciation of the language. $\frac{1}{2}$ unit.

4. **Elementary Prose Composition.**—Through the reproduction of ordinary narrative English into German and by means of original composition, the student is led to appreciate the difference between English and German idiom. The course also provides a comprehensive review of the grammar and syntax of the language. $\frac{1}{2}$ unit.

THE ENGLISH LANGUAGE AND LITERATURE.

2. Preparatory English Composition.—

A. A simple introduction to English composition, intended mainly for the following classes of students. (1) those who have had no formal training in the subject; (2) foreigners with some knowledge of grammar, but without much experience in writing the language; (3) any persons who are not properly prepared for a more advanced course. The work is roughly equivalent to the composition requirements of the first two years of a good high school, consisting in the writing of simple themes based mainly on the student's own experience and observation, and the preparation of exercises illustrating the simpler rhetorical principles. For credit see note below. $\frac{1}{2}$ unit.

B. A more advanced course than the foregoing, substantially equivalent to the composition work of the last two years in a good high school, and definitely intended to prepare for college

composition. Teachers in secondary schools also may find the course helpful in their work. Business and professional men whose training has been deficient can gain valuable experience in practical composition from this course or the foregoing, according to the extent of the deficiency. The work consists of exercises illustrating all the main principles of rhetoric, and themes of a somewhat more difficult type than those asked for in course A. For credit see note below. $\frac{1}{2}$ unit.

3. Preparatory English Literature.—In two courses the works in English and American literature required for admission to college will be studied. The aim, however, is to make the courses valuable not only to students preparing for college, but also (1) to teachers of English in preparatory schools, and (2) to all persons who wish to take up, either for the first time or by way of review, the more simple and concrete phases of the study of literature. Those who desire the entire high-school work in masterpieces should register for the two courses in succession; those who wish to take the work for review, or to obtain help in methods of teaching the masterpieces, may choose for themselves. For credit see note below.

A. This course will cover approximately the work in literature of the first two years of the high school, with study of the simpler masterpieces among those listed "for reading" in the list of college-entrance requirements. $\frac{1}{2}$ unit.

B. In this course the masterpieces listed "for study" will be emphasized, with attention also to some of the more difficult books among those listed "for reading." The work is approximately that of the last two years of high school and directly preparatory for college. $\frac{1}{2}$ unit.

MATHEMATICS.

2. Elementary Algebra.—

A. This course is designed for beginners and deals in a very simple way with the elementary principles of algebra. It will prove especially helpful to high-school students who have found the subject a difficult one, since special emphasis is laid upon type-forms and modern methods of instruction. The principal topics discussed are: the four fundamental operations of algebra, factoring and its applications, together with an intro-

Note: Students who satisfactorily complete and pass 2 and 3 will receive credit for three units.

duction to the subject of graphs. This course does not command credit if taken without B. and C.

B. This course presupposes some acquaintance with the subject, and treats of general number, algebraic number, the four fundamental operations, integral algebraic equations, type-forms in multiplication and division, factoring with the usual applications, fractional and literal equations in one unknown number, interpretation of solutions of problems, simultaneous linear equations, with solutions of numerous problems and interpretations. Every topic is illustrated by many examples. The theory is thorough and rigorous. $\frac{1}{2}$ unit.

C. Continues B, taking up irrational numbers, surds, imaginary and complex numbers, quadratic equations, equations leading to quadratics, roots of quadratic equations, adaptation to questions in maxima and minima, equations of higher degree than the second, irrational equations, simultaneous quadratic and higher equations, ratio, proportion, variation, theory of exponents, the progressions. $\frac{1}{2}$ unit.

3. **Plane Geometry.**—The theory is well illustrated by numerous original exercises. The first course comprises the first two books; the second, the remainder of plane geometry. 1 unit double course.

5. **Solid Geometry.**—Here, as in plane geometry, emphasis is laid on exercises calling for original work. $\frac{1}{2}$ unit or 2 college hours.

PHYSICS.

1. Elementary Physics.—

A. **Mechanics, Molecular Physics, and Heat.**—This course is designed to cover the first half-year's work in elementary physics as given in high schools and academies. A text is followed rather closely in the reading lessons, supplemented by new problems and references to other textbooks. The apparatus for the required laboratory work, together with detailed instructions for setting it up and performing the experiments, are packed in a special case, and shipped to the student. Reports on both the reading and laboratory work are submitted by the student for approval or correction. A deposit of \$15 is required for the loan of the apparatus. This will be refunded when the same is returned intact, less expressage and \$3, the loan fee. $\frac{1}{2}$ unit.

B. **Electricity, Magnetism, Sound, and Light.**—A continuation of course A and the equivalent of the second half-year of

high-school physics. The plan for text and laboratory work laid down under course A is followed in this course. A deposit of \$15 is required for the loan of apparatus. This will be refunded when the same is returned intact, less expressage and \$3, the loan fee. $\frac{1}{2}$ unit.

GEOLOGY.

1. **Physical Geography.**—This course is designed especially for high-school students or those desiring a course equivalent to that given in a first-class high school. The lessons treat of the form of the earth and its solar relationships; the work of running water, underground water, waves, glaciers, and the atmosphere as agencies which are at present as in the past, modifying the earth's surface; and the phenomena of vulcanism and movements of the earth's crust. Some attention is paid to climate. Emphasis is laid on the relation between man and his physiographic environment and outdoor features are made the basis for some of the later lessons. $\frac{1}{2}$ unit.

PATHOLOGY AND BACTERIOLOGY.

1. **General Bacteriology and the Relation of Bacteria Yeasts and Molds to the Household, Dairy, Industries, and Agriculture.**—This is primarily a culture course designed for those who do not wish to go to the expense of setting up a laboratory and will consist of: (1) simple experiments at home; (2) examination and description of sealed cultures; (3) writing of themes on assigned subjects; (4) selected readings. Credit as $\frac{1}{2}$ unit of Domestic Science.

DRAWING.

Freehand Drawing.—A course preparatory to each of the series described below except the second, in which it is required. It gives that thorough training of the eye and hand which is so necessary in all work requiring accuracy in observation and measurement. While this is primarily its purpose, the course offers the work required in most of the public schools of the country preparatory to teaching Freehand Drawing. Although it does not deal with the pedagogy of the subject it provides a practical and pedagogically correct working basis in this subject, and can be recommended, therefore, to all grade teachers, and to others who are expected to teach Freehand Drawing in connection with their special work. The course embraces the

Note: Courses A and B together constitute the admission unit in physics.

following divisions: (a) Freehand Projection—to familiarize the student with the various views of an object and their proper arrangement upon the sheet, by which all the facts of size, form, and proportion are shown, together with perspective sketches of the object, 6 drawings; (b) Model Drawing of Type-Forms—outline sketching in perspective, of the cube, cylinder, and other geometrical solids, introducing the principles of perspective as applied to small objects, 6 drawings; (c) Model Drawing, Groups—outline drawings of solids and other objects to teach composition and perspective, 6 drawings; (d) Light and Shade—pencil studies of the type solids and original groups of objects, to give practice in obtaining quick effects in black and white, 6 drawings; (e) Color Work—color studies with chalks, to teach an appreciation of surface, texture, and the proper juxtaposition of colors as applied to groups of objects, 6 drawings; (f) Pen and Ink Studies of single objects and original groups, involving outline, light and shade, texture, surface, etc., 6 drawings; in all 36 drawings. No textbook is required. Cost of materials ready for shipment, \$3; weight of package, 18 pounds. $\frac{1}{2}$ unit.

Material Required in "Freehand Drawing."—Six sheets of Whatman's cold-pressed paper, 22x30 inches; 8 sheets of chalk-talk paper, 14x20 inches; 3 Koh-i-noor pencils, 3H; 1 pencil eraser, No. 211; 1 dozen thumb tacks, steel-stamped, 3-4 inch diameter; 1 box of French charcoal; 1 bottle of fixatif, two-ounce; 1 tin atomizer; 1 box "Star" chalks, six assorted colors; 1 drawing board, 18x24 inches; and models of different solids.

Mechanical Drawing.—

1. **Projective Geometry.**—(a) Preparatory work; this will include the use of instruments, laying out, penciling, inking-in, lettering; with practice work to learn accuracy of measurement and of line, 3 drawings. (b) Graphic geometry; this is intended to give the student a mastery of the various geometrical constructions which form the basis of all work in projection, descriptive geometry, and constructive drawing, whether mechanical or architectural, and at the same time to give facility in the use of the instruments, 6 drawings. (c) Projection: this will include the projection of points, lines, planes, and solids, 6 drawings, in all, 15 drawings. Textbook: Linus Faunce's Mechanical Drawing, \$1.35. Cost of materials ready for shipment, \$15; weight of package, 18 pounds. $\frac{1}{2}$ unit.

Material Required.—One drawing-board, 18x24 inches; 1 set, drawing instruments in folding pocketbook style case, No. 422; 1 T-square, mahogany, ebony-lined fixed head, 24 inches; 1

amber triangle, 45 degrees, 8 inches; 1 amber triangle, 30 degrees by 60 degrees, 10 inches; 1 triangular boxwood rule, architect's 12 inches; 1 flat boxwood scale, 6 inches, divided 1-10 and 1-50; 1 French amber curve, No. 1; 1 dozen sheets of Whatman's hot-pressed paper, 22x30 inches; 6 Koh-i-noor pencils, assorted, 3H and 6H; 1 bottle each of Higgins' carmine, black and blue ink; 1 dozen thumb tacks, steel-stamped, 3-8 inches diameter; 1 Faber's pencil-eraser, No. 211; 1 Faber's ink-eraser, No. 2604; 1 Hardtmuth's soft pliable rubber, No. 12; 1 file, 4 inches; 1 penholder; 3 ball-pointed pens.

BOOKKEEPING.

9. **Bookkeeping.**—This course is a full treatment of the principles of bookkeeping. Its purpose is to acquaint the student with the theory and nature of accounts. The subjects treated will be (1) forms of accounts, (2) books used in accounting, (3) mode of handling commercial papers, (4) the recording of transactions, and (5) double-entry methods in retail business. In the first half of the course a proprietary business will be conducted and properly closed. Following this, a retail partnership is opened, introducing a new line of trade, and distributing profits proportionately among partners. All principles presented will be practically illustrated by a series of transactions which the student will be required to enter in a set of forms which accompany the textbook required in the course. Prerequisite; a working knowledge of arithmetic. $\frac{1}{2}$ unit.

II. COURSES FOR TEACHERS.

These courses are designed for teachers who wish to prepare themselves thoroughly for their profession; we have not been able to find anything better. They not only command full recognition on teachers' certificates everywhere, but full university credit. We do not offer any short cut courses; they do not pay in the end. Whatever is worth doing at all is worth doing well. The best there is is none too good. The following are some of the professional courses now offered.

	Courses	Hours	Credit
Psychology -----	2	4	each
History of Education -----	1	4	each
School of Administration -----	2	4	each
Genetic Psychology -----	2	4	each
Industrial Education -----	2	4	each

Courses are given in all the important subjects required for any kind of teachers' certificates.

III. THE GRADUATE SCHOOL.

A. H. Van Vleet, Dean.

No university offers regular graduate work by correspondence; arrangements must be made individually with the Dean of the Graduate School. Those who attend a summer session of the University of Oklahoma may always arrange for a limited amount of correspondence-work.

IV. COLLEGE OF ARTS AND SCIENCES.

J. S. Buchanan, Dean.

Equivalents of almost all the courses in this department are given by correspondence, so they are not enumerated here. The student has nearly seven hundred courses to select from. Students compelled to drop out of their classes may keep up at least a part of their work by correspondence.

V. THE SCHOOL OF FINE ARTS.

Fredrik Holmberg, Dean.

In this department the English, algebra, history, and foreign language may be taken by correspondence, and a course in elementary theory for public school teachers. Courses with university credit are offered in:

	Courses	Hours	Credit
Harmony -----	1	4	
History of Music-----	1	4	
Freehand Drawing -----	1	4	

VI. THE SCHOOL OF LAW.

Julius C. Monnet, Dean.

In all the best law schools acquisition of knowledge is constantly connected with drill in the class room. The development of a "legal mind" is of far more value than cramming the students' minds with legal knowledge. The latter would enable them to pass examinations but would not train them to be useful or successful lawyers. No reputable university teaches a law course by correspondence. The following letter from Dean Hall of the Law School of the University of Chicago is the unanimous opinion of eminent teachers of law.

Chicago, Ill., October 3, 1913.

University of Oklahoma Law School,

Dean Julien C. Monnet,

Norman, Oklahoma.

Dear Mr. Monnet:

Your letter of September 30 is received. Our views about

the study of law by correspondence are indicated upon the attached slip, which we generally attach to letters answering the numerous inquiries about this that we constantly receive from prospective students.

Our own Correspondence School has never given any professional courses in law, nor should we approve it if it were proposed to do this. I believe the Correspondence Department gives a course in Business Law designed for clerks, accountants, cashiers, etc.; but it is entirely of a non-professional character, and would not be accepted as law work by any law school.

Very truly yours,

J. P. HALL.

"We do not believe that an adequate preparation for the actual practice of law can be gained by correspondence study, however beneficial it may be for purposes of business or citizenship; and we know of no correspondence school that seems to us to overcome the difficulties inherent in training lawyers by this method. We give no law courses by correspondence, nor any credit for such work, even upon examination, as thorough work in so difficult a subject cannot be done in this way; and we know of no law school of good grade that gives credit for it.

"The competition in the legal profession is so keen and the number of well-trained men in it is increasing so rapidly that today it is seldom that one can obtain any but a mediocre and long-delayed success in it unless he has either natural ability or a thorough legal education. Under present conditions the latter can be obtained only at some good law school."

Many subjects, not an integral part of a law course, but indispensable to the greatest success in law-study may be taken by correspondence. Among them are Latin, geometry, English, argumentation, psychology, sociology, economics, and English history.

VII. THE SCHOOL OF MEDICINE.

W. J. Jolly, M. D., Acting Dean.

In addition to the entrance requirement for a medical course the following subjects may be taken by correspondence:

	Courses	Hours Credit
Chemistry -----	2	4 each
Zoology -----	5	4 each
Physiology -----	3	4 each
Pathology -----	1	4 each
Bacteriology -----	4	4 each
French -----	qs.	
German -----	qs.	

VIII. THE SCHOOL OF PHARMACY.

Chas. H. Stocking, Dean.

For the benefit of students who are not able to attend the university, the School of Pharmacy plans to give such courses in the University Extension department as the nature of the courses themselves will permit, and the faculty deem it advisable to offer. These courses will be accredited by the University of Oklahoma towards the degree of Bachelor of Science in Pharmacy, and the degree of Pharmaceutical Chemist. Only two courses at one time may be taken by each student. At the present time, the following courses will be offered. Other courses will be given in the future as the demand warrants.

Courses Offered.

Pharmacy 1a: Theoretical Pharmacy and Pharmaceutical Arithmetic. A study of the principles and practices of pharmacy together with a large number of problems in pharmaceutical arithmetic illustrating the principles and processes involved in the study of pharmacy. This course will consist of forty sets of lectures, assigned readings, and quizzes, one set preferably lasting a week. The student is advised to buy Stevens' Pharmaceutical Arithmetic, Stevens' Pharmacy and Dispensing, or Remington's Practice of Pharmacy. 4 hours credit.

Materia Medica 4a: Pharmacognosy. A study of the official vegetable, animal and more important non-official drugs with special reference to growth, identification, collection, preparation for the market, medicinal constituents, official preparations and dose. This course will consist of forty sets of lectures, assigned readings and quizzes. It will be necessary for the student to buy or rent a case of crude drugs for study in connection with this course. Such cases may be bought from the School of Pharmacy for \$10.00, or rented for \$2.00. Culbreth's Materia Medica and Pharmacology will need to be purchased for study. Suggested references, Kramer's Botany and Pharmacognosy, and the United States or National Dispensatories. 4 hours credit.

IX. THE COLLEGE OF ENGINEERING.

J. H. Felgar, Dean.

In addition the entrance requirements for the College of Engineering courses in the following subjects may be taken by correspondence:

	Courses	Hours	Credit
Mechanical Drawing -----	4	4	each
Mathematics -----	All required		
English -----	All required		
German -----	All required		
Chemistry -----	4	4	each
Geology -----	4	4	each

THE SCHOOL OF JOURNALISM

T. H. Brewer, Director.

No one realizes more forcibly than the man engaged in newspaper work the necessity of keeping abreast of the times and in touch with the newest developments in his profession. It is to the editors and other workers on the newspapers of the state that the Extension Division hopes to be of service through the offering of courses which will assist the man who, from the nature of his business, is unable to enjoy the advantages which residence at the university can give.

Because of the recency of the establishment of the School of Journalism, no correspondence courses in newspaper work are at present offered from the University of Oklahoma, but the services of the instructional staff are freely given to any individual who may desire information or aid in the solution of his particular problems. In the course of time there will be worked out in the School of Journalism several courses, each planned with the special needs of the newspaper man in view. The problem of the country paper, in contradistinction from the metropolitan press, will be carefully considered. Methods of improving the county weekly and the small city daily will receive particular attention. The adaptation of modern methods of news gathering and news presentation to the paper of limited circulation will be studied.

To aid in the development of a distinctive type of country journalism will be one of the aims of the Extension work in this department. To give training in the best methods of news presentation will be another. Such work as this will prove of greatest benefit to the ambitious young man or woman who for the time being is unable to leave his vocation to take a course in residence at a school of journalism.

Further announcements of the progress of this work will be made at intervals, and it is hoped that within a year the courses

will be in readiness for students in the Extension Department.

Three courses are offered from the University of Chicago, as follows:

English IV:	Courses	Hours	Credit
A. Exposition: Argument -----	1	4	
B. Description: Narration -----	1	4	
C. Journalistic Writing -----	1	4	

From the University of Wisconsin:

Bookkeeping and Cost Finding for Printers.

Miscellaneous.

Many courses requiring a large amount of reference reading can be taken by correspondence but the cost of reference books is prohibitive. They are much better taken in residence where the student has free use of the university library.

The cost of laboratory facilities renders it inexpedient to take many courses by correspondence. They are better taken in residence where the student has full use of the university laboratories. In some subjects a small laboratory outfit may be rented at small cost by making a small deposit as a guarantee of its safe return.

For further information address all inquiries to

THE DIRECTOR OF CORRESPONDENCE-STUDY

University of Oklahoma
Norman, Okla.

The University of Oklahoma

Comprises the following Schools and Colleges:

The College of Arts and Sciences
The School of Commerce and Industry
The School of Education
The School of Journalism
The School of Fine Arts
The School of Medicine
The Training School for Nurses
The School of Law
The School of Pharmacy
The College of Engineering including:
 The School of Civil Engineering
 The School of Chemical Engineering
 The School of Electrical Engineering
 The School of Mechanical Engineering
 The School of Mining Geology
The Graduate School
The Summer Session
The Extension Division

For further information about any department of the
University's work address:

ERRETT R. NEWBY,
Secretary, University of Oklahoma,
Norman, Oklahoma

THE EXTENSION DIVISION OF THE UNIVERSITY OF OKLAHOMA

DEPARTMENTS

I. PUBLIC DISCUSSION AND DEBATE.

Aids in the organization and procedure of Debating Clubs.

Aids debaters in getting and organizing material for debate.

Aids in the public discussion of important questions and dissemination of information concerning them.

II. CORRESPONDENCE-STUDY.

Gives by Correspondence all the subjects required for admission to the different colleges of the University of Oklahoma; all the subjects required for state teachers' certificates; and enables a student temporarily absent from the University to keep up with his class.

III. PUBLIC INFORMATION AND WELFARE.

Gives information on all subjects in reply to inquiries, assists all organizations for public welfare.

The legislative appropriation does not permit of much work in this department this year.

IV. EXTENSION LECTURES.

Offers over two hundred lectures on a great variety of subjects. These are given free except the traveling expenses of the lectures. These lectures are from every school of the University. Lecturers will respond to every call as far as duties to classes will permit.

V. EXTENSION CLASSES.

As far as funds and circumstances permit; freshman classes will be formed whenever there is sufficient patronage to justify it. By this means students may live at their homes and do regular work in the University class.

VI. HIGH SCHOOL DEBATING.

Aids the state high school debating league by preparing bulletins, etc. Cooperates with Department I and with the Department of Public Speaking of the University.

J. W. SCROGGS,

Director Departments I, II, III.

A. C. SCOTT,

Director Departments IV, V, VI.

AGNES BERRIGAN, Assistant.



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The University Bulletin has been established by the university. The reasons that have led to such a step are: first, to provide a means to set before the people of Oklahoma, from time to time, information about the work of the different departments of the university; and, second, to provide a way for the publishing of departmental reports, papers, theses, and such other matter as the university believes would be helpful to the cause of education in our state. The Bulletin will be sent post free to all who apply for it. The university desires especially to exchange with other schools and colleges for similar publications.

Communications should be addressed:

THE UNIVERSITY BULLETIN

University Hall,
Norman, Oklahoma.